

Regular Meeting of the Yinghua Academy School Board
1616 Buchanan St. NE, Minneapolis, 7/8th Grade Room
Thursday, November 3, 2011, 6:00 PM
FINAL

Board Members in Attendance: Lou Bender, Ruth Hansen, Scott Jax, Rosemary Lawrence, Karen Lu, Joel O'Malley, Jen Shadowens (Chair)

Board Members Not in Attendance: Taoyuan Li, Doug Parish (Treasurer)

Acting Director/Academic Director in Attendance: Dr. Luyi Lien

YACA Chair in Attendance: Ana Ly

Board Guests in Attendance: Mr. Mayer (KDV), Phyllis Saltzman, Deb Peterson

Public in Attendance: Bobbi Jo Rademacher, Sarah Henning, Erik Moore, Cindy Moeller, Kevin Zendt, Belinda Warren, Emily Warren, Lee Williams, Becky Hoffmann, Mark Fuller

I. CALL TO ORDER

Ms. Shadowens called the meeting to order at 6:02 PM.

II. PUBLIC COMMENT

Mr. Zendt requested a change to the Bus 1 route in order to move a stop closer to Miss Warren's house. Ms. Saltzman to respond.

III. APPROVALS

a. Secretary Nomination. Tabled.

Ms. Lu and Ms. Peterson will collaborate on taking minutes until a Secretary is elected.

b. 11/3 Agenda

The MOTION by Dr. Lawrence to approve the proposed agenda was seconded and passed.

c. 10/17 Minutes

Mr. Jax revised text concerning Facilities Committee Update.

The MOTION by Mr. Jax to approve the proposed minutes with changes was seconded and passed.

d. Q-comp Report

The MOTION by Ms. Bender to approve the Q-Comp Report was seconded and passed.

e. Board Seat Appointment Procedure

Mr. O'Malley indicated that the Item 3 should be amended to "If the recommendation is not clear, the Nominating Committee will call for interested candidates to come forward."

The MOTION by Ms. Bender to approve the Board Seat Appointment Procedure with changes was seconded and passed.

IV. YACA REPORT

Ms. Ly noted that Minnesota's Give to the Max Day is November 16th. Refer to update for remaining items summarized.

V. KDV PRESENTATION

Mr. Mayer presented KDV's annual Management Letter and Audit Report. Yinghua received a clean audit for the fiscal year ending June 30, 2011. Yinghua's financials turned out better than originally budgeted. Mr. Mayer also noted that the fund balance growth was not keeping pace with student enrollment growth. Discussion followed. The Board will forward KDV's documents to MDE.

VI. DISCUSSION

a. Executive Director Search

Ms. Shadowens reported that Ms. Rizzo is winding down her discovery of candidates. The Search Committee will meet to finalize and approve the candidate questionnaire. Ms. Shadowens proposed the Search Committee consider a public forum for finalists. Ms. Bender requested that a decision-making process be created and communicated to the Board.

b. Expansion Plan, Budget, and Alternatives

Ms. Shadowens presented findings of the team working on the Expansion Plan. Facilities options for the school year 2012-2013 include remaining in the current site, establishing a temporary second site, and moving the entire program to a new site. These options were discussed by the Board and evaluated in terms of the following criteria: financial stability, academic program, health/safety, community morale, and management capacity. Other considerations included enrollment projections, cost of student by grade, and the extra cost of operating in two sites. Analysis of the cost per student in a grade revealed that the Middle School is financially viable. Discussion followed.

Dr. Lawrence made several programming suggestions to allow the program to remain in one site next year. The Board discussed the implications of reduced class numbers on immersion education outcomes. The Board concluded that there are several options to consider if the Expansion Plan is not approved, however they all are either more expensive than expansion or require program compromises, so the focus is still to pursue interim expansion.

Dr. Lawrence suggested housing Kindergarten at one of the nearby locations identified. The Board concluded that this would allow the new Executive Director to remain at 1616 Buchanan and minimize disruption to the overall program. Ms. Saltzman and others felt this was a more viable expansion plan for Friends and MDE to review.

The MOTION by Ms. Bender to focus the Expansion Application on moving 2012-2013 Kindergarten classes only to a second site was seconded and passed.

A Special Meeting will be called to approve the revised Expansion Application. Ms. Shadowens would like to have two town hall meetings before winter break, one in November and one in December. Ms. Ly offered the YACA General Meeting time for the November town hall meeting.

c. Strategic Plan Implementation.

Ms. Shadowens reviewed committee alignments with the Strategic Plan. Dr. Lawrence is the Academic Chair; Ms. Hansen is the Professional Development Chair; Ms. Bender is the School Culture and Community Chair; and the Organizational Sustainability Chair is yet to be

determined. Further discussion was tabled due to time constraints.

VII. REPORTS

a. Acting Director

Dr. Lien would like YACA to consider re-designating how fundraising proceeds will be used, as they are currently allocated to professional development and yet it has been determined that we have alternate funding for professional development. The Academic Committee will meet with Dr. Lien in order to prioritize funding needs for different budget-relieving items. Student Application Form revisions necessary will be completed by the staff. Additional items were not presented due to time constraints.

b. Chair

i. Conflict of Interest Statements

The Board was asked to fill out new forms provided by Friends.

ii. New Board Appointment

Ms. Hansen will follow up with board candidates submitted by the Nominating Committee.

iii. Acting Director Stipend

Dr. Lien has not yet been offered compensation for the additional duties required of the Acting Director. When she served in this role last year, she received a one-time bonus at the end of the role. Ms. Shadowens suggested changing this to an incremental compensation. Mr. O'Malley will research the appropriate amount and schedule of stipend.

iv. Student Request for Leave

Ms. Bender will meet with Dr. Lien and Ms. Buss to review the school's leave policy.

v. Enrollment Policy

Mr. O'Malley is continuing to work with Ms. Mace (attorney) on the enrollment policy.

VIII. ADJOURN

The MOTION made by Mr. Jax to adjourn at 9:22 PM was seconded and passed.

Minutes drafted by Karen Lu, Acting Secretary, and Deb Peterson, Yinghua Administrative Assistant.

Approved by vote of Board on: November 30, 2011